



Town of Simsbury
FY 2016-2017 Annual Report

Simsbury Public Library

The Simsbury Public Library educates and enriches the community by providing free and equal access to information, resources and experiences.



2016-2017 Initiatives and Accomplishments

- Opening of Innovators' Workshop Makerspace in September 2016. This project was funded with a bequest from Jewel Gutman and a generous gift from the Investor Angels of the Friends of the Simsbury Public Library.
- After many months of gathering community input, the Library's 2017-2021 Strategic Plan was completed and adopted by the Library Board of Trustees in November 2016.
- The Library, in partnership with Simsbury Main Street Partnership, hosted the 1st Annual Simsbury Mini Maker Faire on Saturday, April 1, 2017. Over 3,200 people of all ages engaged with over 40 makers at this event. The 2nd Annual Simsbury Mini Maker Faire will be held Saturday, May 5, 2018.
- Held an intergenerational Summer Reading Kick-off event in partnership with the Senior Center which over 600 people attended.

Budget: \$1,525,172

17.78 full-time equivalent employees

Town Clerk's Office

It is the mission of the Town Clerk's Office to serve as the liaison between the local government and the residents and patrons of Simsbury, making sure that information is easily accessible and reliably provided, all while delivering the highest quality of customer service.

2016-2017 Initiatives and Accomplishments

- On November 8, 2016, 83% of Simsbury voters turned out for the State Election, while at the June 13, 2017 referendum, 6.5% of electors voted and approved the Fiscal Year 2017-2018 operating budgets totaling \$103,194,907. The voters approved one capital project: \$950,000 to improve the pool at Simsbury Farms.
- With the help of a Connecticut State Library grant, COTT Systems scanned pages from volumes 272-292 of the Simsbury Land Records and attached the images to the Town's electronic land record index. Images dating back to December 30, 1983 are now available on the electronic index.

Budget: \$231,315

3 full-time equivalent employees

Registrars of Voters/Election Administration

The Registrars of Voters are jointly responsible for the administration of state election laws. They direct all local, state and federal elections and primaries, and the town's budget referendum, including hiring and training of poll staff, equipment testing and operation, absentee ballot counting, reporting of results, and records retention. Registrars supervise voter registration, maintain the list of qualified electors, and conduct the annual canvass of registered voters.

2016-2017 Initiatives and Accomplishments

- More than 2,400 residents were enrolled as new voters from July 1, 2016 to June 30, 2017. During the fiscal year, the Registrars of Voters administered the November 2016 Presidential election and the June 2017 budget referendum.
- In 2016, Simsbury implemented use of new voting equipment designed to allow visually impaired voters increased privacy at the polls.

Budget: \$116,812

1 full-time equivalent employee

Culture, Parks and Recreation

The Department is responsible for the maintenance of all parks, fields and trails, the Simsbury Farms Recreation Complex and Golf Course, and the Farmington Valley Greenway. The Department seeks to provide quality leisure opportunities which contribute to the environment, needs and interests of the community. The programs and services provided by the Department contribute to Simsbury's quality of life and are integral to the community's health, welfare, attractiveness and economic vitality.



2016-2017 Initiatives and Accomplishments

- Completed facility improvements at Simsbury Farms including tennis court reconstruction and completion of the new ice rink warming room.
- Began trail accessibility improvements at the former Ethel Walker Woods property.
- The Simsbury Farms Complex enjoyed record usage at the swimming pool (39,283 users), ice rink (30,600 users), and golf course (35,468 rounds played).
- Maintained over 2,400 acres of parks and open space, 40 athletic fields and facilities including the Performing Arts Center and Farmington Valley Greenway.

General Fund Budget: \$766,452
Special Revenue Fund Budget: \$1,920,700
17 full-time equivalent employees

Community and Social Services

The Mission of the Community and Social Services Department is to assist residents with their social, emotional and financial needs while welcoming the commonalities and diversities of all who walk through our doors.



2016-2017 Initiatives and Accomplishments

- Partnered with the Simsbury Library on programming and grants. Increased collaboration and funding resulting in fifteen new programs being offered to our community
- Added an additional meal program at the Senior Center on the first Monday of each month. We were among the first five senior centers statewide to participate and receive funds for the LGBT movable senior centers. Collaborated with the Simsbury Fire Department to host the annual Senior Pancake Breakfast.
- Served as an intake site for the Connecticut Energy Assistance Program facilitating \$97,860 in federal heating assistance. Collected over \$97,000 in donations to assist 910 local families in need through our food and financial assistance programs.
- Partnered with the Simsbury Police, Board of Education, and Community for Care to support programming on drug abuse prevention and mental health concerns. Worked closely with Community for Care to update the “Parents’ Guide for the Prevention of Alcohol, Tobacco and other Drugs.” Collaborated with multiple entities to distribute this widely throughout town.

Budget: \$481,740

4.71 full-time equivalent employees

Public Works

The mission of the Public Works Department is to manage and maintain the Town's infrastructure, including roads, public buildings, and the transfer station in a cost effective and efficient manner that will benefit the safety and comfort of our residents and employees.



2016-2017 Initiatives and Accomplishments

- Held three household hazardous waste collections with a total of 1,727 residents participating from the Farmington Valley towns, including 586 from Simsbury.
- Resurfaced 14 miles of roadway.
- Purchased 651 streetlights from Eversource and converted them to LED lighting. Benefits include an estimated savings of over \$100,000 per year and approximately 209,915 kWh/year in electricity. This is comparable to the energy used by 30 residential homes and will reduce the Town's carbon emissions by roughly 500,000 tCO₂e per year.
- Broadcast Paving and Snow Plow videos on SCTV to inform the public of what takes place during these projects.

Budget: \$3,700,000
41.5 full-time equivalent employees

Engineering

The mission of Engineering is to provide professional infrastructure and building design, project management, and planning services to effectively sustain and improve the current quality of life for Simsbury residents and businesses.

2016-2017 Initiatives and Accomplishments

- Completed design and construction of the Ice Rink Shelter at Simsbury Farms.
- Completed construction of the Simsbury Veterans Memorial Project.
- Completed a condition study and design for the rehabilitation of the Simsbury Farms Recreational Complex Pool Facility.
- Prepared and submitted a grant application for extending a multi-use trail from the Farmington Valley Greenway at Hopmeadow Street to Curtiss & Pattison Parks. This application has been short-listed under this grant solicitation and if the application is successful, it would provide \$305,000 of funding toward this important project.

Budget: \$219,405

2.85 full-time equivalent employees

Water Pollution Control

Simsbury Water Pollution Control (SWPC) is a customer-funded utility owned and operated by the Town of Simsbury. The towns of Avon and Granby are co-owners of the treatment facility. SWPC is responsible for the operation and maintenance of over 80 miles of collection system, five pumping stations and the treatment facility.

2016-2017 Initiatives and Accomplishments

- Completed riverbank stabilization project near Mathers Crossing to protect our 30-inch diameter transmission line.
- Upgraded oxidation ditch dissolved oxygen control system as part of our continuing effort to limit electrical consumption.

Budget: \$3,200,000

11 full-time equivalent employees

Police Department

The Simsbury Police Department is a national and state accredited police department that provides law enforcement and public safety services, including operation of the E-911 Communications Center. The Department provides a full range of services under a community policing philosophy.



2016-2017 Initiatives and Accomplishments

- Sworn personnel reversed three overdoses with the use of Naloxone. The Department has 36 members trained at the Emergency Medical Responder level and two trained at the Emergency Medical Technician level.
- Maintained both CALEA and State Accreditation standards and compliance, confirmed by an on-site inspection by CALEA assessors in March 2017. Animal Control completed the annual dog license survey. The Department conducted numerous traffic safety events for seatbelt, child safety seat and distracted driving compliance.
- Hosted annual events such as the Citizens' Police Academy, Junior Police Academy, Senior Picnic and Police Cadet Program. The Department also participated in Family Night, regular events at the Senior Center, CT Special Olympics fundraising events, Community for Care, and other community events.

Police Budget: \$4,530,861

Animal Control Budget: \$64,801

Civil Preparedness Budget: \$6,685

49.5 full-time equivalent employees

Planning and Community Development

The Department's primary mission is to engage the Town's residents and provide professional guidance and coordination in a manner which allows them to envision and plan for a highly desirable and livable town, and to implement and maintain that vision through the implementation of astute use of land in order to ensure a high quality of life for all generations.



2016-2017 Initiatives and Accomplishments

- Initiated update to 2007 Plan of Conservation and Development (POCD).
- Initiated phase I of comprehensive review and update of Town's Zoning Regulations.
- Issued 2,232 building permits, conducted 2,684 building permit inspections and processed 735 Zoning and Planning permits, inquiries, and applications.
- Provided oversight to the permitting and approval process for the redevelopment of the ITT Hartford (Silverman Group) – northern parcel, Master Site Development Plan and site plan approval for 275 residential units, 3,500 square feet of commercial space, and 120-bed assisted living facility.

Budget: \$592,259
7 full-time equivalent employees

Information Technology

The Information Technology department oversees technology systems and operations of municipal offices, including the Simsbury Police Department, Simsbury Public Library, Board of Education Central Office, Regional Probate Court and Water Pollution Control. The Department participates in monthly meetings with Simsbury's Technology Task Force and IT Steering Committee on technology activities, issues and recommendations.



2016-2017 Initiatives and Accomplishments

- Expanded municipal fiber optic deployment in order to connect remote locations.
- Implemented “hyper-convergent” technology, providing virtualization of technology equipment and development of off-site backup processes.
- Completed Voice Over Internet Protocol (VoIP) project at Simsbury Farms Complex.
- Completed security audit by Blum Shapiro.

Budget: \$204,697
2 full-time equivalent employees

Housing Authority

The Simsbury Housing Authority is dedicated to providing safe, affordable, housing for limited income seniors and individuals with disabilities.

Housing Authority Information

The Simsbury Housing Authority, located on 13 acres at 1600 Hopmeadow Street, is a non-profit organization responsible for operating the Dr. Owen L. Murphy Apartments and the Virginia Connolly Residence. The facilities provide subsidized housing for the elderly and persons over age 18 with disabilities meeting certain income limitations. The Housing Authority receives no funding from the Town of Simsbury; however there is a mutually cooperative working relationship between the Town and the Housing Authority. The Housing Authority Commissioners are: Ronald Zappile, Chairman; Rev. Woodrow Eddins, Vice Chairman; Oliver Dickins, Treasurer; Cheryl Cook, Commissioner; Kay Coffey, Resident Commissioner; and Edward J. LaMontagne, Executive Director. The Housing Authority is also fortunate and grateful to have a number of dedicated volunteers who provide programs and services throughout the year. The Housing Authority will continue to move forward with making infrastructure improvements while offering quality programs and services in order to provide comfortable, caring and affordable housing for our current residents and for those who may reside with us in the future.

Probate Court

The mission of the Simsbury Regional Probate Court is to assist individuals and families residing in the district who require the services of the court in an efficient and compassionate manner. The probate court strives to ease the process as much as possible knowing that during stressful times it is difficult to cope with the unknown.

2016-2017 Initiatives and Accomplishments

- 196 applications were accepted for probate of decedent's estates.
- 172 small estate affidavits and tax purposes only estates were filed.
- The Court processed 30 applications for Conservatorships, and several applications for Guardianships of the Estate and Person of minors, Guardianships of the Intellectually Disabled, Termination of Parental Rights, approval of Adoptions, Name Changes and inter-vivos trust matters.

Board of Education

The Simsbury Public Schools cultivate the mind, body, and character of each student. We engage students with a meaningful and rigorous academic foundation so that they can contribute to a global society with integrity, compassion, and resilience.



2016-2017 Initiatives and Accomplishments

- *U.S. News & World Report* ranked Simsbury High School in its list of “Top 10 Best High Schools in Connecticut.”
- CMT data showed that for 5th graders, the percentage of students at/above goal in Science was 80% (versus 61% statewide); for 8th graders, the percentage was 84% (versus 65% statewide).
- Adopted a new curriculum for students of K-8 mathematics, called Math in Focus (MIF). MIF has changed the paradigm of the math classroom. No longer are students sitting in rows of chairs facing a teacher; instead they are working with manipulatives, collaborating with peers, as well as practicing math independently.
- Continued the use of Chromebooks, which have been a cost-effective solution for providing students with access to vetted educational online resources and tools.
- Established the Simsbury Trojans Hall of Fame in order to recognize and honor those Simsbury High School athletes, coaches, administrators, and supporters who excelled in their respective sports or coaching/support roles and who helped to bring honor, recognition, distinction, and excellence to SHS by their conduct both on and off the field of competition.

Budget: \$67,454,569

653.83 full-time equivalent employees

Simsbury Fire District

To minimize injuries, and property loss from fire, hazardous conditions, rescue situations, and other disasters, by providing excellent state of the art, life and property conservation, emergency and educational services while recognizing our people as our most important resource and the key to our success!

2016-2017 Initiatives and Accomplishments

- Upgraded and replaced pagers and portable radio equipment.
- Upgraded Computer Aided Dispatch System which improved our ability to relay alarm information and mapping to our responders.
- Purchased additional turnout gear and added gear washers and dryers for increased safety and health of our firefighters.
- Awarded bids to begin construction of a new engine and rescue truck for the Tariffville station.
- The Simsbury Volunteer Fire Company responded to 678 callouts.

Budget: \$3,019,841
6 full-time equivalent employees

Simsbury Volunteer Ambulance Association

Simsbury Volunteer Ambulance Association has served the emergency medical needs of the community since 1957. In the past year SVAA's volunteer EMTs, augmented by our paid staff of Paramedics and EMTs, responded to approximately 1,940 emergency medical calls.

2016-2017 Initiatives and Accomplishments

- Simsbury received its re-designation as a HEARTsafe community by the Department of Public Health. Since receiving this designation, SVAA has trained 350 people in CPR.
- Retiring from active duty after 20 and 30 years of service, respectively, Terry Fogarty and Ann O'Donnell were named Member Emeritus. Both were extremely generous with their time and talent, serving on the Board of Directors, and both were named EMT of the Year.
- Donna Anderson received EMT of the Year for 2017. Members Cori Jodice, Matthew Nardoza, Dave Harriman and Russ Regenaar were recognized in the "100 Call Club" for having each responded to greater than 100 9-1-1 calls in 2017. Joshua Storm and Lisa Barfield were recognized in their retirement from the association with a distinguished service award.

Administrative Services/First Selectwoman's Office

The mission of the Department is to provide overall management, policy direction and human resources support to Town departments and agencies, address constituent concerns, and communicate to the public. The First Selectwoman is also responsible for representing the Town both in contract matters and in public affairs.



2016-2017 Initiatives and Accomplishments

- Implemented a number of economic development initiatives including: a business visitation program to support and retain existing businesses; meeting with over 80 local businesses over 150 times to discuss business development opportunities and available Town, state and federal services and resources; and establishing regular coordinating meetings between Simsbury Main Street Partnership, Simsbury Chamber of Commerce, Planning Department, and the Business Resource Coordinator.
- Coordinated grant application efforts including a \$305,000 grant for Farmington Valley Greenway multipurpose trail and a \$150,000 STEAP grant to help complete construction of the new Veterans Memorial; worked closely with the Housing Authority on the administration of a Small Cities grant in the amount of \$750,000 for improvements at Virginia Connelly Residences and the Owen L. Murphy Apartments.
- Worked with the Board of Selectmen to pass the Open Space Ordinance for the sale or disposition of open space.

Budget: \$516,281

4.5 full-time equivalent employees

Finance Department

The Finance Department includes financial administration, assessor's office and tax office. The Department's mission is to provide the highest level of fiscal integrity and department support through training, prudent policies and business practices within its procurement, payroll, accounts payable, accounting and reporting, tax collection and debt management.



2016-2017 Initiatives and Accomplishments

- Awarded the GFOA Award for Excellence in Financial Reporting for the 18th consecutive year.
- Instituted monthly budget updates for the First Selectwoman and department heads and reinstated quarterly budget updates for the Board of Selectmen and Board of Finance.
- Launched a fraud hotline in accordance with the recommendation of the town's auditor, Blum Shapiro & Co., enabling anonymous reporting of suspected fraud to further protect and safeguard the town's assets.
- Created a dynamic cash flow planning model for capital affordability considerations by the Boards of Selectmen and Finance and developed a robust long-range budget planning model to facilitate budget discussions.
- Increased the number of people paying taxes online by over 25%, and initiated a pay-by-text option.
- Worked with Municipal Valuation Services on conducting the initial field review for the 2017 revaluation.

Budget: \$812,113

8.5 full-time equivalent employees

FY16-17 Budget Information

Expenditures

	\$	% of Total
Education	67,402,936	72.6%
Debt Retirement	6,600,828	7.1%
General Government	1,172,121	1.3%
Planning and Development	523,257	0.6%
Public Safety	4,507,780	4.9%
Public Works	3,914,818	4.2%
Culture & Recreation	2,322,283	2.5%
Health & Welfare	607,609	0.7%
Insurance & Benefits	4,871,466	5.2%
Other	929,236	1.0%
Total	92,852,334	100.0%

Revenues

	\$	% of Total
Property Taxes	85,638,921	90.7%
Intergovernmental	7,313,470	7.7%
Investments	45,381	0.0%
Changes for Services	767,837	0.8%
Licenses / Permits	459,719	0.5%
Other	236,947	0.3%
Total	94,462,275	100.0%

Mill Rate History

	Town	Fire District	Total
FY12-13	31.37	1.03	32.40
FY13-14	37.29	1.22	38.51
FY14-15	37.14	1.19	38.33
FY15-16	37.12	1.19	38.31
FY16-17	37.12	1.23	38.35

Due to state legislation, the mill rate for motor vehicles was capped at 37 mills for FY16-17. The Town collected 36 mills on motor vehicles and the Fire district collected 1 mill.